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28 September 1966

MEMORANDUM FOR: Executive Officer, DDS&T

THROUGH : Comptroller, DDS&T

SUBJECT : Planned Activities for Plans and Programs, Budget, and Management Information Branches for Period 1 October 1966 through 30 June 1967

1. Attached are the plans and schedule of activities for the remainder of FY-1967 for the three branches of Comptrollership: Plans and Programs, Budget, and Management Information.

2. The discussion on Plans and Programs and the Management Information System highlights the need for basic DDS&T management actions to:

a. Implement a detailed and continuing planning-programming effort coupled with a much more regularized program review schedule for the Deputy Director (See Attachment A), and

b. Define the input-output reporting requirements and procedures for the centralized management information system (See Attachment C).

It seems clear that the detailed planning-programming effort would lend itself as a major input to the MIS, and a very significant bonus would be a much better data base against which to review contract proposals.

3. Attachment A also shows the tentative schedule for responding to the Combined Program Call.

4. Attachment B shows the tentative schedule of steps for responding to both the CIA and HRO Budget Calls.

5. Other recommendations are to:

a. Set up a Project Working Panel to ventilate project proposals at the working level before the DDS&T is asked to approve them.

b. Defer further changes to the Monthly Activities Report until it can be keyed to the MIS.

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Plans and Programs Branch

Attachments
a/s

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28 September 1966

SUBJECT: Comptroller-Planned Activities -- 1 October 1966 -
30 June 1967

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